

Information Required for Potential Expedited Funding

Applicant: _____

Contacts:

Primary

Alternate

_____	_____
_____	_____
_____	_____

To apply expedited funding for COVID-19, Applicants must provide the following information on the activities the Applicant performed or plans to perform:

1. Information about the activities the Applicant performed or plans to perform:
 - Operational period (30, 60, or 90-days, or to mirror the declaration's cost-share periods); and
 - List and high-level description of activities.

2. Information about how the Applicant performed or plans to be performed the activities:

- Description of threat to life or property that necessitate activities; _____

- Location(s) where activities were performed _____

- Confirmation that the work is the legal responsibility of the Applicant __
- Confirmation that the Applicant has not and will not request funding for these activities from the U.S. Department of Health and Human Services (HHS), to include the Centers for Disease Control and Prevention (CDC), or other federal agencies __

3. The total estimated cost, with the following information:

For labor costs:

- Number of personnel; average hours per day; average days per week:

- Average pay rate. If not available, FEMA will estimate at \$20 per hour

For equipment:

- If Applicant's own equipment: amount of equipment used, by type; average hours per day; and days per week; and hourly rate. Can be estimated by FEMA equipment rates: _____

- If rented equipment, rental agreement with pricing _____

- Purchase price, if purchased: _____

For materials:

- Amount of materials, by type: _____

 - Purchase or stock replenishment cost: _____

4. For contract work: copy of request for proposals, bid documents or signed contracts, if available. If contracts are not available, provide unit price estimates with the basis for the unit prices (e.g., historical pricing, vendor quotes) __
 5. For other: high-level information which can substantiate costs _____

 6. Insurance documentation for activities, if applicable __

Total Estimated Project Cost: _____